

~~CONFIDENTIAL~~

Report for Week Ending 25 July 1956
from
PROJECT STAFF

Projects 4-84, 4-96, 5-59, 5-60, 5-68

No change from previous report.

Project 4-83 - Vital Materials Deposit Schedule for all Offices

Vital Materials Deposit Schedules were completed for all offices in the Agency except the Office of the Comptroller.

General Information

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Mr. [REDACTED] participated in the Operation Alert.

A summary of the Agency filing system installations with an indication of the potential has been prepared for all offices. This summary will be used in scheduling additional installations in appropriate areas.

The Printing Services Division prepared 100 test envelopes for our use in evaluating an employee suggestion. However, the envelopes are not satisfactory and a new set will have to be made.

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Mr. [REDACTED] has completed the BOC and has returned to duty. He is presently working with the Assistant to the Records Officer in the Office of Security in completing a recommendation made during our recent survey there. This assignment will take approximately 2 days.

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Mrs. [REDACTED] visited the repository to make a deposit of Vital Materials for the Office of Communications.

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Mr. [REDACTED], ORR, accompanied last week's trip to the repository.

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